Job Description – Intern for communications

Department: Program on Creativity + Innovation
Reports to: Associate Director, Program Management

Position Summary
The Intern, Program on Creativity + Innovation (PCI), will help to design and build activities that support and enhance creative and innovative energy among NYU Shanghai students, faculty, and researchers at NYU Shanghai. The Program spans a rapidly expanding range of activities at NYU Shanghai, such as speaker series, hackathons and public events. The activities share a commitment to bring ideas from different sources into contact with one another, to bridge the inside and outside of the university, and to connect with Shanghai’s artistic, creative, and entrepreneurial communities. As an intern, will work closely with throughout the university, including administration, other members of the NYU Shanghai faculty, the Program’s International Advisory Board, and with counterparts in other parts of NYU’s global network.

Responsibilities

- Ensure PCI is promoting creativity + innovation amongst our community using the best channels.
- Capture pertinent pre-post event materials and successfully engage with participants.
- Maintain the PCI social media presence as a place for the community to engage and actively seek out innovative and creativity activities of the entire NYU Shanghai community.
- Ensure the PCI website is always alive and up-to-date with past, current and future activities.
- Promote cross-collaborations with existing NYU Shanghai programs, students, faculty and the public.

Qualification

- Track record of working in an entrepreneurial or startup environment required. Strong interpersonal skills, the ability to develop relationships with diverse stakeholders, and excellent presentation skills required.
- Fluent/native English required; fluent spoken and written Mandarin preferred.

About PCI
The newly established Program on Creativity + Innovation (PCI) at NYU Shanghai builds activities that support and enhance creative and innovative activities among our students. PCI envisages creativity and innovation as precursors to entrepreneurship --- where we define entrepreneurship as ideas put to work in all areas of human endeavor, whether in the arts and
sciences, in business and other professions, or anywhere else. To support creativity and innovation, PCI adopts a two-pronged approach, one additive and one combinative. The additive component ensures that students have a broad and varied range of educational encounters, differing in topic, modality, and location. These include pop-up classes, as an efficient way to gain exposure to additional fields and skill sets, off-campus activities, as a way to learn in context as well as in the classroom, and more. The combinative component ensures that students learn and practice how to take ideas they have acquired from these encounters and combine them to make new ideas and new objects. A current project at PCI is the development of a video series featuring interviews with some of the world’s great creators and innovators, who can talk to the importance of combinative thinking. True to the saying "How we teach is what we teach," PCI is itself committed to operating in a creative and innovative way.